

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



**DETERMINATION AND FINDINGS
FOR
EMERGENCY PROCUREMENT**

Agency: Department of General Services
Caption: Reeves Center - Janitorial and Related Supplemental Services
Contractor: NSC National Service Contractors (NSC)

FINDINGS

1. AUTHORIZATION:

D.C. Code Section 2-354.05 and 27 DCMR Chapter 47, Section 4719.

2. MINIMUM NEED:

The Department of General Services (DGS) has an immediate need for a Contractor to continue performance of Janitorial and Supplemental Services for the Frank D. Reeves Center (Reeves Center) facility for a period of up to 75 days.

3. ESTIMATED FAIR AND REASONABLE PRICE:

The estimated fair and reasonable price is not to exceed \$99,565.18.

4. FACTS WHICH JUSTIFY AN EMERGENCY PROCUREMENT:

The purpose of this emergency procurement is to prevent an imminent threat to public health, welfare, property, and safety, and to prevent serious disruption in agency operations. It is the mission of DGS to provide first rate maintenance at District Government facilities and to elevate the quality of life for its citizens.

In accordance with D.C. Code § 10-551.01(b)(4) (The Department of General Services Establishment Act of 2011), the Department of General Services is responsible for providing building services for facilities owned and occupied by the District government.

These services include consolidated maintenance services for DC Public Schools and municipal facilities. The Facility Management Division (FMD) provides management, maintenance, engineering, and janitorial services for over three hundred (300) owned and leased properties. These include office buildings, warehouses, residential facilities, and vacant schools and properties.

In 2010, a contract for consolidated maintenance services at the Frank D. Reeves Center was awarded to Portfolio Property Management (PPM). The contract term was for a base year and four (4) one year options. The last option year expired on September 14, 2015. On September 9, 2015, DGS competitively awarded an interim contract to National Service Contractors, Inc., (NSC) for janitorial services only until a new consolidated maintenance services Contract is awarded. Proposals were received on November 12, 2015 in response to a new Request for Proposals (RFP) for consolidated maintenance services at the Reeves Center.

The interim Janitorial Services Contract with NSC expired on November 28, 2015. An emergency contract with NSC is needed to prevent serious disruption in agency operations and to prevent an imminent threat to the health and safety of the public. An interim competitive contract is not practicable under these circumstances because of the potential disruption to services and the expenses and time associated with start-up of a new contractor on a short term basis. The Reeves Center currently includes over eight floors, a two level under-building parking garage, five (5) stairwells, a penthouse, 16 bathrooms, elevator lobby, and catwalks. Failure to continue janitorial services in these areas on a daily basis would quickly create unsanitary, unhealthy and potentially life threatening conditions. DGS does not have sufficient in-house staff to cover the custodial needs for this site.

5. CERTIFICATION BY THE FACILITIES SERVICES MANAGER :

I hereby certify that the above findings are correct and complete.

11/24/15

Date



Spencer Davis
Deputy Director Facilities Management

6. **CERTIFICATION BY THE ASSOCIATE DIRECTOR OF PROCUREMENT:**

I have reviewed the above findings and certify that they are sufficient to justify the use of the emergency method of procurement under the cited authority. I certify that the notice of this emergency procurement action will be published in accordance with 27 DCMR 4719.5. I recommend that the Department of General Services, Acting Director approve the use of the emergency procurement method for this proposed procurement action.

11-25-15

Date


Yinka Alao

Associate Director, Contractors and Procurement

DETERMINATION

Based on the above findings and in accordance with the cited authority, I determine that the District is justified in using the emergency method of procurement to continue required custodial services in DGS facilities for a period not to exceed 75 days until such time as a contract can be competitively bid and awarded.

25 NOV 15

Date



Christopher Weaver

Acting Director/Chief Contracting Officer